

**DELECT -**

Same user has to run program if they want to delete accounts. Within a few days of a program run. You can mass delete the accounts if proper option is chosen.

Should not delete any accounts that do not appear on the DELECT report.

Good idea to wait until you run USPURG (purge program – deletes old transactions) and then re-run DELECT.

When a budget or appropriation account is deleted, any records on the history file USAHIST are not deleted.

**DELVEN –**

Should run this program before arbitrarily deleting vendors. There is a potential problem if vendors are deleted without running DELVEN.

Warning: Deleting old vendors might destroy an audit trail. Not recommended to delete... because if vendor # is re-used, old reports from prior fiscal years will not match the current vendor information.

Recommend: Change the vendor status from “active” to “inactive”

**VALACT –**

New USAS file is in our system.

\*\*\*\* Clean-up vendor files for 1099 \*\*\*\* Coming up soon...

\*\*\*\* NEOnet will be printing 1099 forms here this year.